

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
JUNE 5, 2006
6:30 P.M.

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

A. Minutes

1. March 15, 2006 Board Retreat Minutes..... pg. 01-04
2. March 16, 2006 Board Retreat Minutes..... pg. 05-06
3. March 17, 2006 Board Retreat Minutes..... pg. 07-11
4. May 15, 2006 Regular Meeting Minutes pg. 12-22

B. Tax Matters

1. January 2006 Motor Vehicle Valuation and Levy pg. 23-27

C. Finance pg. 28-38

1) General Fund Amendment Number 95 Increase \$7,285

The County received \$7,285 of state restricted revenues. Staff requests an appropriation of the funds of \$7,285 for Capital Outlay Data to purchase a server in the MIS –computer services department. The amendment does not require the appropriation of any additional local county funds.

2) General Fund Amendment Number 97 Increase Leland Rescue Squad Capital Outlay \$18,660

The Rescue Squad Capital Expenditure Committee on Thursday, May 4, 2006 voted to approve the request of the Leland Volunteer Fire/Rescue of \$18,659.88 to go toward the purchase of a LifePak 12 Defibrillator. Staff recommends the transfer of undesignated funds in the Rescue Department Capital Outlay budget to the Leland VRS. The transfer does not require the appropriation of any additional local county funds.

3) General Fund Amendment Number 98 Increase \$30,410

The Director of Planning reports the collection of fees in excess of amount budgeted as follows: Zoning Application Fees \$8,450, Special Exception Application Fees \$2,175, Property Development Fees \$9,705 and Subdivision Fees \$10,080 for a total of \$30,410. The Planning Director requests appropriation of the identified revenue line items for expenditure in line items in danger of overage due to the volume of transactions. The appropriation requested for expenditure is the following: salaries and wages \$14,000, advertising \$12,000, telephone \$3,000 and postage \$1,410 for a total of \$30,410. The amendment does require the appropriation of county fees collected.

4) General Fund Amendment Number 99 Increase \$2,500

The County received \$2,500 on May 15, 2006 from Sam's Club for a Share the Warmth Grant. Staff recommends appropriation of the funds to purchase a recycling mascot in the Solid Waste department. The amendment does not require the appropriation of any additional local county funds.

5) General Fund Amendment Number 100 Increase \$42,508

Additional State Revenues-Restricted were received from the Department of Juvenile Justice and Delinquency Prevention programs as follows: Helping Adolescents Learn \$351, Teen Court JCPC \$1,087, Cooperative Extension Master Gardner \$318 and Family Alternatives \$40,752 totaling \$42,508. Staff requests appropriation of the additional revenues to the programs outlined above. The amendment does not require the appropriation of additional local county funds.

6) Social Services Fund Amendment Number 12 Increase \$6,533

The Department of Health and Human Services Division of Child Development issued to Brunswick County Department of Social Services \$1,807 of State Daycare Revenue Restricted funds for hurricane Katrina families program expenditures. The Division of Social Services issued \$1,650 of additional revenue from the TANF Domestic Violence funding source for program expenditures. The Division of Social Services issued \$3,076 of additional revenue from the Progress Energy funding source for program expenditures. The amendment does not require the appropriation of additional local county funds.

7) Water Fund Amendment Number 15 Increase \$90,000

The Director of Public Utilities identified revenues in excess of amounts budgeted in the Water fund of \$90,000 from industrial water sales. The tap on supplies expenditure line item is projected to exceed the amount budgeted by \$90,000 due to the increased volume of new taps. Staff recommends appropriation of the \$90,000 of revenue for the purchase of tap on supplies. The amendment requires the appropriation of water fund sales revenue collected.

8) Wastewater Capital Project Fund Amendment Number 7 Increase \$20,000

Wastewater Fund Amendment 14 Increase Transfer to Wastewater Capital Project \$20,000

The County entered into a design contract with HDR Engineering to provide design services for the Phase 2 West Regional Wastewater Treatment Plant totaling \$352,000. The contract provided for the engineers to charge reimbursable expenses to the county. To date the county has received invoices for reimbursable expenses totaling \$968.42. Staff recommends that \$20,000 be transferred from the debt contingency line item in the Wastewater Fund to the Wastewater Capital Project Fund and appropriated for the Phase 2 West Regional project expenditures. The amendment does not require the appropriation of additional local county funds.

9) General Fund Amendment Number 101 Increase \$30,500

County Capital Reserve Amendment Number 22 Increase Transfer to General Fund \$30,500

The Director of Operation Services requests additional funds for the paving and landscaping of the new fuel site. The estimated expenditure needs are: paving \$19,800, pipe \$483, rock for base \$8,200 and fill dirt, grassing and miscellaneous \$2,000 for a total of \$30,483. Staff recommends the transfer of \$30,500 from the county capital reserve fund designated for detention center renovation to the general fund for the expenditures outlined above. The amendment does not require the appropriation of additional local county funds.

10) Medicaid Expenditures Report (July 1, 2005-April 30, 2006)-For Information

Medicaid expenditures for the month of April totaled \$281,665 compared to \$302,100 for the same month in the prior year for a decrease of 6.76%. Year to date Medicaid expenditures total \$3,470,566 or 78.17% of the \$4,440,000 annual budget for the ten month period. A report is attached for information.

11) Local Option Sales Tax Report (July 1, 2005-March 31, 2006)-For Information

Local Option Sales Tax collections for March 2006 total \$1,448,249 compared to \$1,332,835 for the same month in the prior year for an increase of 8.7%. Year to date Local Option Sales Tax totals \$15,758,651 or 78.63% of the \$20,040,810 annual budget for the nine month period. A report is attached for information.

12) Summary of Investment Earnings (July 1, 2005-April 30, 2006)-For Information

Investment Earnings of the General Fund for the 10 month period beginning July 1, 2005 and ending April 30, 2006 totaled \$2,149,544 compared to \$785,059 for an increase of 273.8%. A report is attached for information.

D. Keep Brunswick County Beautiful pg. 39-40

Staff requests approval to change the name of the Keep America Beautiful affiliate from Brunswick County Keep America Beautiful to Keep Brunswick County Beautiful.

E. Corps of Engineers Letter regarding Shallotte Inlet.....	pg. 41
Staff requests approval to send a letter requesting that the Corps of Engineers include the Shallotte Inlet in the Shallotte River Section 107 Study based upon availability of funding as requested by the Town of Ocean Isle.	
F. Rourk Library Expansion	pg. 42-43
Staff requests approval to waive the “Mini-Brooks” Act to expedite selection of an architectural firm to design the proposed expansion of the Rourk Library in Shallotte.	
G. Public Housing Urgent Repair Assistance Policy URP06 Grant.....	pg. 44-51
Staff requests approval and adoption of the Urgent Repair Assistance Policy for the URP06 Grant.	
VI. Presentation (Stephen Greiner, Katie McGee)	pg. 52-54
Brunswick County Early College High School.	
VII.Public Hearing	
1. Planning – Proposed Subdivision Ordinance Text Amendment 06-01 (L. Bell)	pg. 55-56
2. Planning – Proposed Map Amendment Z-06-05 (L. Bell)	pg. 57-66
3. Planning – Proposed Zoning Ordinance Text Amendment Z-06-06 (L. Bell)	pg. 67-68
4. Planning – Proposed Map Amendment Z-06-07 (L. Bell)	pg. 69-96
5. Proposed Budget for Fiscal Year 2006-2007	pg. 97-98
VIII. Administrative Report	
1. Planning – Unified Development Ordinance - (Leslie Bell)	pg. 99-100
Staff recommends that the Board of Commissioners accept the Unified Development Ordinance for discussion.	
2. Planning – Proposed Subdivision Ordinance Text Amendment 06-01 - (Leslie Bell).....	pg. 101-103
Staff recommends that the Board of Commissioners approve Second Reading and adoption of the proposed Subdivision Ordinance Text Amendment 06-01 as recommended.	
3. Planning – Proposed Map Amendment Z-06-05 - (Leslie Bell)	pg. 104-130
Staff recommends that the Board of Commissioners approve Second Reading and adoption of the proposed Map Amendment Z-06-05.	
4. Planning – Proposed Zoning Ordinance Text Amendment Z-06-06 - (Leslie Bell)	pg. 131-134
Staff recommends that the Board of Commissioners approve Second Reading and adoption of the proposed Zoning Ordinance Text Amendment Z-06-06.	
5. Planning – Proposed Map Amendment Z-06-07 - (Leslie Bell)	pg. 135-147
Staff recommends that the Board of Commissioners approve Second Reading and adoption of the proposed Map Amendment Z-06-07.	
6. Planning – Proposed Map Amendment Z-06-08 - (Leslie Bell)	pg. 148-176
Staff recommends that the Board of Commissioners approve First Reading and set a Public Hearing for July 3, 2006 at 6:30 p.m.	
7. Planning – Consultant Services Contract - Holland Consulting Planners, Inc. - (Leslie Bell).....	pg. 177-181
Staff recommends that the Board of Commissioners approve a contract for consultant services with Holland Consulting Planners, Inc. in an amount not to exceed \$12,500.	
8. Building Inspections – Flood Damage Prevention Ordinance Enforcement – St. James - (Delaney Aycock).....	pg. 182-185

Staff recommends that the Board of Commissioners adopt an agreement setting forth the terms and conditions upon which the County will furnish to the Town of St. James building code administration and enforcement and flood damage prevention administration and enforcement within the Town..

9. Parks & Recreation – Contracts for Park Playground Equipment - (George Page)pg. 186-203

Staff recommends that the Board of Commissioners award Leisure Lines, Inc. the new playground contracts for Brunswick River Park (\$59,107.00) and Dutchman Creek Park (\$64,567.00). Also, award Cunningham Associates Inc. the playground contract for Town Creek Park (\$74,976.19)..

10. NCACC Joint Risk Management Agency/Worker’s Compensation FY 2006-07 - (Marty Lawing)..... pg. 204-211

Staff recommends that the Board of Commissioners approve the Annual Participation Agreement for Worker’s Compensation Insurance for FY 2006-2007 with the NCACC Worker’s Compensation Fund.

11. NCACC Liability and Property Pool FY 2006-07 - (Marty Lawing) pg. 212-218

Staff recommends that the Board of Commissioners approve Annual Participation Agreement for Liability and Property Insurance for FY 2006-2007 with the NCACC Liability and Property Pool.

12. Utilities – Sewer Force Main Design Contract – Town of Oak Island - (Jerry Pierce)pg. 219-241

Staff recommends that the Board of Commissioners approve a contract, in the amount of \$622,825, with Earth Tech of North Carolina, Inc., for the design of the West Brunswick Regional Wastewater System’s portion of the sewer force main needed to transmit wastewater from the Town to the West Brunswick Regional Wastewater Treatment Plant and the effluent reuse line from the reuse main in NC 211 to the 105-acre tract owned by the Town of Oak Island.

13. Utilities – Sewer Service Agreement – Town of Shallotte - (Jerry Pierce) pg. 242-267

Staff recommends that the Board of Commissioners approve a Sewer Service Agreement between the County and the Town of Shallotte for the transmission and treatment of wastewater and includes the construction of a sewer pump station and the associated force mains needed to provide service to the Town of Shallotte.

14. Engineering – Southport Elevated Tank Construction Contract - (Jeff Phillips)..... pg. 268-275

Staff recommends that the Board of Commissioners award a contract to Phoenix Fabricators & Erectors, Inc. to construct a one million gallon steel elevated water tank in the amount of \$1,718,750.00.

15. Engineering – Southport Elevated Tank Water System Expansion Contract - (Jeff Phillips) pg. 276-279

Staff recommends that the Board of Commissioners award a contract to Temple Grading to construct a water system expansion for Southport’s Elevated Water Tank in the amount of \$174,283.80.

16. New Administration Building Plan Approval - (Steve Stone)pg. 280-285

Staff recommends that the Board of Commissioners approve the conceptual plan for the proposed new Administration Building and authorize the project architect, Jack Hemphill, to proceed with development of plans and specifications for the building and to subsequently conduct the construction bidding process.

17. Sewer Transmission Line Reimbursement Agreement – Sweetwater LLC - (Marty Lawing) pg. 286-291

Staff recommends that the Board of Commissioners approve a Sewer Transmission Line Reimbursement Agreement between Brunswick County and Sweetwater Investments, LLC.

18. Sewer Service Agreement – MAS Properties LLC - (Marty Lawing)..... pg. 292-306

Staff recommends that the Board of Commissioners approve a Sewer Service Agreement between Brunswick County and MAS Properties, L.L.C., Coastal Communities at Ocean Ridge Plantation, Inc., and Ocean Ridge Properties, Inc.

19. Reuse Water Agreement – MAS Properties LLC - (Marty Lawing)pg. 307-312

Staff recommends that the Board of Commissioners approve a Reuse Water Agreement between Brunswick County and MAS Properties, L.L.C. and Ocean Ridge Plantation Golf, Inc. and Coastal Communities at Ocean Ridge Plantation, Inc.

20. Termination of Reuse Water Agreement and Amendment to Sewer Service Agreement – MAS Properties LLC - (<i>Marty Lawing</i>)	pg. 313-317
Staff recommends that the Board of Commissioners approve a Termination of Reuse Water Agreement and Amendment to Sewer Service Agreement between Brunswick County and MAS Properties, LLC.	

IX. Board Appointments

1. Nursing and Adult Care Home Community Advisory Committee (Dist. 1, 2 at-large)	pg. 318
2. Brunswick Senior Resources Inc. (District 2)	pg. 319

X. County Attorney

1. Deed of Dedication & Affidavit Ocean Ridge Plantation, Phase 4, Sections 1-3 Water Lines	pg. 320-332
2. Deed of Dedication & Affidavit RiverSea Plantation Water Lines	pg. 333-339
3. Calabash Deed of Dedication & Lease for Phase 2 Water & Sewer Lines	pg. 340-353
4. SAD 21 Cost Distribution	pg. 354-362
5. Rourk Library Property	pg. 363-366
6. Closed Session	

XI. Other Business/Informal Discussion

XII. Adjournment